

**VILLAGE OF INDIAN HEAD PARK, ILLINOIS**  
**201 Acacia Drive**  
**Indian Head Park, Illinois 60525**

**BOARD OF TRUSTEES**  
**OPEN SESSION MINUTES**

**July 14, 2016**

***“Pursuant to 5 ILCS 120/2.06(3) minutes of the public meetings shall include, but need not be limited to a general description of all matters proposed, discussed, or decided and a record of the votes taken.”***

**CALL TO ORDER:** Mayor Tom Hinshaw

The regular meeting of the Village of Indian Head Park Board of Trustees was held on Thursday, July 14, 2016 at the Municipal Facility, 201 Acacia Drive and was convened at 7:34 p.m. by Mayor Hinshaw.

**ROLL CALL:** Laurie Scheer, Village Clerk

**PRESENT (and constituting a quorum):**

Trustee Wittenberg  
Trustee Farrell Mayer  
Trustee Metz  
Trustee O’Laughlin  
Trustee Mann

**ABSENT:**

Trustee Lopez  
Maureen Garcia, Treasurer

**ALSO PRESENT:**

John DuRocher, Village Administrator  
Patrick Brankin, Counsel, Schain, Banks, Kenny & Schwartz  
Robert Cervenka, Police Chief  
Edward Santen, Public Works Superintendent

**RESIDENTS – 17**

**PLEDGE OF ALLEGIANCE** recited

**MAYOR’S REPORT:**

Hello and welcome to everyone, thanks for coming. Good to see residents participating in our meetings. This board is working hard to be open and transparent, in our meetings, in how we operate in the Village and our web site. As most of you know we will soon have a new web site that once in place I encourage everyone here to sign up to receive Village news and updates. There is a nonprofit group called Illinois Policy Institute that rates municipal web site for how well they are open and transparent. A few years ago we had a 13 out of 100 rating, we were behind Dixon, IL. After this board was in place we improved that to a 36 out of 100 and we are now close to being an 80 out of 100 now. We are striving to be open and transparent in all that we do.

In light of what is going on in our country I would like to take a moment and thank our police department. I have heard from many residents who appreciate the fine service our police officers provide to the Village.

Vehicle stickers are on sale now and will be late as of July 18th.

We are working to have free trees and rain barrels from MWRD for residents. More details to come.

Tonight you will hear about our capital plan. We have a long way to go to get our infrastructure needs in the Village addressed. We started a couple years ago with the road bond, and recently our water rate increase. We are in the process of installing new water meters Village wide. If you have not signed up for installation please do so as soon as possible. Our capital plan is beginning to understand what infrastructure work for roads, buildings, water/sewer system, and storm water runoff is needed in the Village and how we will address the projects.

Tonight the board will vote on the proposed text amendment, I know that is why a lot of you are here. This proposed change, if approved, would be Village-wide. The proposed change would be to lower what is in place today, which is the required 18,000 sq. ft. minimum lot size to a lot size of 15,000 sq. ft. to be able to request a variance to build a home. The Planning and Zoning Commission has already considered this potential change and voted. The process tonight will be that the board will accept the motion, then discuss, then residents will be able to express their comments. After all that, the Board will vote on the proposed text amendment change.

The Village needs volunteers to serve on the Planning and Zoning Commission, and Fire and Police Commission. More details later in the meeting, but we can also use help with other groups and committees. Please consider serving to make our Village a better place to live, work and play. Our Village Board does want to hear from you and the Village needs your participation.

**MOTION TO APPROVE PAYABLES FOR THE PERIOD ENDING JUNE 30, 2015 IN THE AMOUNT OF \$378,711.48 AS PRESENTED** moved by Trustee Metz , seconded by Trustee O'Laughlin, Motion carried by roll call vote (5-0-0). Trustee Mann, O'Laughlin, Wittenberg, Metz and Farrell-Mayer voted yes. Trustee Lopez absent.

**MOTION TO APPROVE FINANCIAL REPORT FOR THE MONTH ENDING JUNE 30, 2016** moved by Trustee Metz and seconded by Trustee Wittenberg. Motion carried by

roll call vote (5-0-0). Trustees Mann, O'Laughlin, Wittenberg, Metz and Farrell-Mayer voted yes. Trustee Lopez absent.

**MOTION TO RECEIVE THE BUDGET REPORT FOR MAY, 2016 AS PRESENTED.**

Trustee Metz moved and seconded by Trustee O'Laughlin. Motion carried by roll call vote (5-0-0). Trustees Mann, O'Laughlin, Wittenberg, Metz and Farrell-Mayer voted yes. Trustee Lopez absent.

**MOTION TO APPROVE THE PROPOSED TEXT AMENDMENT TO AMEND ZONING ORDINANCE 17.24.060F.2 TO REDUCE THE SQUARE FOOTAGE OF A**

**BUILDABLE LOT SIZE FROM 20,000 SQ FT TO 15,000 SQ FT...** Trustee Farrell-Mayer moved, seconded by Trustee Metz to approve the Amendment as presented. The Mayor asked for the comments of the Planning and Zoning Commissioner Schermerhorn. The Chairman summarized the Commission's recommendation to deny the Amendment. Village residents expressed opinions on the Amendment, including, but not limited to, Mr. Mohsen Javadi of 6533 Blackhawk Trail who spoke in favor of the proposed amendment and Mr. Mark Southerland of 11217 Tecumseh Lane who spoke against the proposed amendment. A roll call vote was taken. Motion fails (0-4-1) Trustees O'Laughlin, Wittenberg, Metz and Farrell-Mayer voted no; Trustee Mann voted to abstain; Trustee Lopez absent.

**MOTION TO APPROVE RESOLUTION R7-16-01 APPOINTMENT OF FOIA OFFICER.**

Moved by Trustee Farrell-Mayer, seconded by Trustee Mann. The Village currently has one FOIA officer receiving and reviewing requests. The Resolution is to appoint John DuRocher as an additional FOIA officer. Motion carried by voice vote (5-0-0). Trustees Mann, O'Laughlin, Wittenberg, Metz and Farrell-Mayer voted yes. Trustee Lopez absent.

**MOTION TO APPROVE ORDINANCE 2016-13 INTERGOVERNMENTAL AGREEMENT BY AND BETWEEN THE VILLAGE OF INDIAN HEAD PARK AND THE CHICAGO METROPOLITAN WATER RECLAMATION DISTRICT FOR RAIN BARRELS.**

Trustee Mann moved, seconded by Trustee O'Laughlin. Once the Agreement is approved residents can pick up rain barrels from the Public Works Department. Motion carried by roll call vote (5-0-0). Trustees Mann, O'Laughlin, Wittenberg, Metz and Farrell-Mayer voted yes. Trustee Lopez absent.

**MOTION TO APPROVE ORDINANCE 2016-14 AMENDING ORDINANCE 2016-06 INCREASING THE SCOPE OF WORK AND COSTS FOR WELL #3 REPAIRS AND IMPROVEMENTS FOR THE VILLAGE OF INDIAN HEAD PARK, ILLINOIS.**

Trustee Mann moved, seconded by Trustee Wittenberg. This is the emergency well for the Village. Motion carried by roll call vote (5-0-0). Trustees Mann, O'Laughlin, Wittenberg, Metz and Farrell-Mayer voted yes. Trustee Lopez absent.

**CAPITAL PLAN:** Village Administrator DuRocher summarized and explained the Capital Plan. Discussions were held regarding a variety of line items and possible additions/deletions. The Capital Plan can be found online.

**AUDIENCE COMMENTS:** None

## **A. TRUSTEES**

Trustee Farrell-Mayer *Communications/Planning & Zoning* – The Smoke Signals will be coming out by the end of next week. Thank you to Bob Bersin and all the Trustees who have submitted articles, announcements, etc.

The Planning and Zoning Board is looking for residents to join the Board. Information will be available on the Village website soon.

Trustee Metz – *Finance/Economic Development* – No report.

Trustee Wittenberg *Police Department/911/Economic Development/Planning & Zoning*— There are positions becoming available for the Police and Fire Commission. If you are interested in becoming a Police and Fire Commissioner the application will be available online.

Trustee O'Laughlin *Parks and Recreation/Finance/Police/911* – The Village will be hosting a Movie in the Park Night on August 7th at Blackhawk Park. More details will be available in the Smoke Signals and online.

Trustee Mann *Public Works* – A review of the Village Codes is being done. Once the review is complete recommendations will be made to update the Codes.

**B. VILLAGE CLERK:** *Laurie Scheer - No Report*

**C. ATTORNEY REPORT:** *Patrick Brankin No Report*

**D. ADMINISTRATOR REPORT:** *Mr. DuRocher -*

a. The water meter replacement program has begun an estimated 400 meters have been replaced out of 960. Comment cards are being returned and have been very positive.

## **STAFF REPORTS:**

**A. Ed Santen *Public Works*** – Meter project is progressing smoothly. The company we are using has been very professional. We are in the process of getting prices for road patching in the areas of the water main breaks. The patching will be completed before

the plowing season. The Department will be doing painting maintenance on the Village signs and the fire hydrants throughout the Village.

**B. Robert Cervenka *Chief of Police*** – The grace period for purchasing the 2016/17 Village sticker ends July 18th. The police department will start issuing violations for expired or no vehicle sticker.

The new probationary police officer is starting the police academy on Monday at the College of DuPage. It's been posted on the Blue Line our ad for lateral police officers. The deadline to submit an application is August 12, 2016.

**Motion to Close Open Session and Enter into Closed Session Pursuant to Illinois Statutes to Discuss the Sale or lease of real estate owned by the Village of Indian Head Park per 5 ILCS 120 Section 2(C)(6); for the Purposes of Discussing Specific Pending Litigation per 5 ILCS 120 Section 2(c)(11); Discuss the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Employees of the Public Body or Legal Counsel of the Public Body Specifically 5 ILCS 120 Section 2(c)(1); and for the Review of Closed Session Minutes per ILCS 120 Section 2(C)(21) at 9:04 p.m.** moved by Trustee Farrell-Mayer, seconded by Trustee Wittenberg. Motion carried by roll call vote (5-0-0). Trustees Mann, O'Laughlin, Wittenberg, Metz and Farrell-Mayer voted yes. Trustee Lopez absent.

**Return to Open Session Roll Call at 10:05 p.m.**

**Present:**

Trustee Wittenberg

Trustee O'Laughlin

Trustee Metz

Trustee Mann

Trustee Farrell Mayer

Absent: Trustee Lopez

**Motion to Adjourn the Regular Meeting at 10:05 p.m.** moved by Trustee O'Laughlin, seconded by Trustee Farrell Mayer. Motion carried by voice vote (5-0-0). Trustees Farrell Mayer, Metz, Wittenberg, O'Laughlin, and Mann voted yes. Trustee Lopez absent.

Submitted by Laurie Scheer, Village Clerk